



FY 2016-17 Fire Recovery Funding Guidelines

The following are general guidelines for fire recovery funds appropriated by the legislature for the 2015 fire season and 2014 Carlton Complex Fire. These guidelines may change as information becomes available and changes are necessary. Also, funding available may change as new information becomes available and priorities change. **Please refer to the Fire Recovery Guidelines Q&A for additional information.**

Districts are strongly encouraged to provide outreach to partner organizations and potential applicants regarding the availability of this funding.

Funding currently available for landowner assistance: \$2,944,000

1. Counties eligible for funding will consist of counties that received Emergency Declarations from the Governor for the year 2015 (unless otherwise noted below):

Asotin	Okanogan 2015
Chelan	Pend Oreille
Douglas	Skamania
Ferry	Spokane
Klickitat	Stevens
Okanogan Carlton Complex 2014	Yakima

2. Eligible Land ownership within these counties shall be prioritized in the following manner:

- Private Lands
- State and federal lands
- Tribal lands

3. Eligible applicants shall meet the following:

Individuals affected by the 2014 Carlton Complex fire and the 2015 fires

4. Resource Concerns addressed shall be based upon the following provided by legislative appropriation:

- Help Landowners Recover from Losses Sustained from Wildfires:
 - Protect Water Quality
 - Stabilize Soil
 - Prevent Crop Damage
 - Replace Fencing

5. Eligible Practices:

Eligible practices shall be any practice that satisfactorily address one or more of the resource concerns listed above related to fire recovery. Practices shall be installed according to NRCS standards or

designed and stamped by Professional Engineer. Please refer to the Fire Recovery Funding Q&A for more information on practices.

6. Funding for Districts

Funds provided to Districts will be utilized for Cost-Share consistent with the Resource Concerns and Eligible Practices noted above. Commission grant funds shall be administered according to Commission grants policies and procedures unless otherwise noted below:

- A) The Commission will award funds through a fire recovery grant. Individual projects will be listed as intermediate outcomes in the grant. Vouchers shall be submitted according to Commission grants policies and procedures.
- B) For these emergency projects, the cost-share limit per landowner or cooperator shall be up to \$100,000. Requests may be made above this limit but shall be evaluated on a project by project basis.
- C) Funds awarded to landowners shall be in the form of cost-share consistent with Board approved award protocols and cost-share percentages. This may include board approved cost-share resolution or board approved emergency protocols.
- D) Cost-share limits by landowner or cooperator shall be within the programmatic limits described above.
- E) An additional 25% will be awarded on top of the cost-share award for the purposes of engineering, technical assistance, permitting, and other administrative activities.

Submitting Projects for Consideration and Approval of Projects:

Projects shall be submitted to the Commission utilizing the Form linked here:

<https://www.formstack.com/forms/?2296809-jnvrdR8EOW>.

Up to 25 projects can be submitted on a single form. Additional forms can be utilized as needed.

Projects entered into the form shall be ranked by District priority. District priority should reflect the urgency of the project. Project priority should be given to projects that do not qualify for federal recovery programs (EWP, EQIP, ECP, etc.) or for projects that match federal funds.

Once received, projects will be reviewed and approved by a committee made up of 2 Commission Members, a Regional Manager, and a member from Financial staff. The review committee exists:

- To ensure consistency with funding guidelines and funding intent
- To request clarity or additional information on the nature of specific projects
- To provide for case by case consideration of projects that are unique cases
- To provide formal award of funds for projects

The review committee will meet twice per month to review projects. Districts should have projects that they would like considered submitted by close of business on the 1st and 3rd Thursday of each month.

It is recognized that from time to time projects may need further review by the review committee or Commission leadership.

Upon approval of the project by the committee Districts will be formally notified of the award.

Cost Share Contract Forms:

Upon project approval from the Commission, cost share contracts with producers must be secured and approved by the board prior to work beginning. It is understood that the emergency nature of the projects may make it necessary to begin planning and implementation as quickly as possible. To facilitate this need, a cost-share contract form for fire recovery projects is provided. This shall be deemed adequate for initial producer sign-ups and for work to commence and this is the only Cost Share contract form that should be used between the district and applicants for fire recovery projects. The form can be found linked here:

<http://scc.wa.gov/wp-content/uploads/2016/04/WSCC-Fire-Recovery-Funds-Cost-Share-Contract.docx>

Fully completed cost-share forms shall be submitted with the voucher for cost-share reimbursement of completed projects.

Project work shall not proceed until Districts have received a formal notice of award and have a cost-share contract secured with the eligible applicant and approved by the board. If a district begins work before receiving a notice of award and/or a signed cost-share contract with an eligible applicant, any work done will not be reimbursable under this program.

CPDS:

Projects must also be entered into CPDS prior to reimbursement by the Commission. . This shall include all pertinent project information including implementation measures and after photos. Before photos are not required for these funds but are highly encouraged if possible. If providing both before and after photos please take care that photos are taken of the same location.

7. Funding for Landowners

Funds awarded to applicants shall be in the form of cost-share consistent with Board approved award and approval protocols, cost-share percentages, and cost-share limits within the programmatic limits described above. Districts shall utilize the approved fire recovery cost-share contract form for use with applicants.

8. Cultural Resources

The Washington State Conservation Commission (WSCC) will be directing all cultural resources reviews and surveys dealing with Fire Recovery efforts associated with the 2015 Washington state fires through the Cascadia Conservation District (CCD). In order to facilitate an expedited cultural resources process and ensure consistency of approach as it relates to emergency fire recovery projects, WSCC has entered into an agreement with CCD. The CCD will serve as the primary conduit for state funded cultural resources reviews and surveys. Upon award of funds to a CD for a project, individual Districts can engage with CCD who can handle and/or coordinate cultural resources review work, tackle identified priorities and begin developing cultural resources recommendations for each project. Individual districts should address the cultural resources needs for each project in a timely manner and may utilize Cascadia CD archaeological staff or consulting archaeologists as appropriate.

In order to get started with these cooperative efforts, each affected conservation district is required to have an interlocal agreement with the Cascadia CD who would conduct this work on their behalf. The CCD administration is available to help facilitate the interlocal agreement process. Individual districts

may also want to consider using established cultural resources processes and relationships with contracting archaeologists they may already have in place. These arrangements can be communicated with the CCD as the process moves forward. CCD staff archaeologists can provide guidance on what project information is needed to get cultural resources reviews started and completed.

If you have not yet done so, we also highly recommend that each district adopt an Unanticipated Discovery Plan that will provide guidance should a cultural resource be discovered unexpectedly during project implementation. A template can be found here:

<http://scc.wa.gov/wp-content/uploads/2016/03/Unanticipated-Discovery-Plan-Template-CD-8-28-15-update.doc>.

To engage with Cascadia Conservation District or for questions about the process, please contact 509.436.1601.

9. Allocation of Funds

There will be an initial allocation where funds are reserved by county until July 31, 2016. After July 31, unallocated funds (funds that have not been awarded to the District by the Commission and/or have not been secured by a cost-share agreement with a landowner) will be placed into a single pot and subsequent funds will be awarded as projects are submitted by a District to the Commission.

Initial reserved funding pools for each county will be allocated as follows below based upon available data for burned area acreage.

Asotin	\$58,880	Pend Oreille	\$29,440
Chelan	\$206,080	Skamania ¹	
Douglas	\$206,080	Spokane	\$29,440
Ferry	\$88,320	Stevens	\$235,520
Klickitat	\$176,640	Yakima	\$29,440
Okanogan (2014 and 2015)	\$1,884,160		

If a District cannot use part, or all, of their initial allocation please let Commission financial staff know as soon as possible. Unused funds may be redistributed during the initial allocation phase. For counties with multiple Districts, or where Districts cross county lines, it will be important for Districts to closely coordinate activities.

10. Expiration of Funds

Funds must be expended by June 30, 2017.

¹ Burned areas all on Federal Land